

**United States
Department of
Agriculture**

**Animal and
Plant Health
Inspection Service**

**Veterinary
Services**

**Professional
Development
Staff**

Training Courses

**Provided by the
Professional
Development
Staff**

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NOMINATION/APPLICATION PROCEDURES

(PROCEDURES PERTAIN TO ONLY THOSE COURSES THAT REQUIRE NOMINATIONS. CHECK COURSE DESCRIPTION TO DETERMINE ELIGIBILITY.)

The nomination form is in the process of being integrated with AgLearn to streamline the nomination process. Until this is complete you will need to provide the following information as your nomination request:

- Name (include Dr., Mr., Mrs., Ms.)
- Affiliation
- Business mailing address
- Phone number
- Fax number
- Email address
- Supervisor name

Each APHIS field nominee must submit the above information through the Area Office to the Regional Training Coordinator by email. All other employees must route their nominations through their Regional Training Coordinator by email. **Please copy (CC) your supervisor in the email. By doing this, your Regional Training Coordinator will know you have supervisor approval to attend the course.** First priority is given to those individual(s) who are in absolute need of the training. More than one person may be placed in priority one status. The Regional Training Coordinators are:

Heather Bredeson – *CEAH*

Heather.M.Bredeson@aphis.usda.gov

(970) 494-7272

Summer Brown – *EM*

Summer.D.Brown@aphis.usda.gov

(301) 734-3593

Eileen Cramer – *MSS*

Eileen.B.Cramer@aphis.usda.gov

(301) 734-3826

Lisa Fonville – *NAHPP*

Lisa.F.Fonville@aphis.usda.gov

(301) 734-4922

Catherine Boyd – *Eastern Region*

Catherine.B.Boyd@aphis.usda.gov

(919) 855-7224

Dan Grause – *NVSL*

Daniel.J.Grause@aphis.usda.gov

(515) 663-7300

Richard Snyder – *Western Region*

Richard.W.Snyder@aphis.usda.gov

(970) 494-7382

The Professional Development Staff cannot accept nominations directly unless they come through your Regional Training Coordinator. If you have not nominated a participant, or have vacant position(s) that will be filled, and want to reserve a space in the course, you may indicate “to be determined,” or, “TBD” in the email to your Training Coordinator. Director approval is required for the named nominations, as well as a commitment to fill or cancel reserved spaces.

All training-related correspondence (select, non-select, cancellation, etc.) will be sent directly to the participants by email with copies to the VSMT, Training Coordinators, and supervisors. Hard copies will no longer be issued. Requests for exceptions may be made to the VS Training Coordinators.

Questions regarding nomination procedures may be directed to Alan Huddleston at Alan.R.Huddleston@aphis.usda.gov.

Our mailing address and phone number are as follows:

USDA, APHIS, VS, PDS
4700 River Road, Unit 27
Riverdale, MD 20737
(301) 734-5750

COURSE DESCRIPTION

Each course description gives the course title, dates, purpose, and in some cases, objectives, eligibility, location, and contact person.

The course dates do not include travel dates. Travel dates are normally the day before the start of the course and the afternoon and evening of, or the day after, the end of the course.

CANCELLATION AND SUBSTITUTION POLICY

Based on each particular course, it is important that PDS be notified as soon as possible in the case of a substitution and/or withdrawal of a course participant(s). We will accept substitutions and cancellations up to 1 week before the start of the course. Any changes in the status of nominees or course logistics will be communicated immediately through the Training Coordinators.



NOV 22 2005

United States
Department of
Agriculture

Animal and
Plant Health
Inspection
Service

Veterinary
Services

Washington, DC
20250

VETERINARY SERVICES MEMORANDUM NO. 548.4

SUBJECT: Veterinary Services' (VS) Distance Learning (DL) Policy

TO: VS Management Team (VSMT)
Directors, VS

I. PURPOSE

Implementing the President's Management Agenda is a U.S. Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), mission priority. The President's Management Agenda includes expansion of electronic Government (eGovernment) to simplify and unify government-wide operations, including education. To support the Presidential eGovernment initiative for "etraining," VS is establishing a policy, through this memorandum, to endorse the application and use of various DL technologies for continuing education purposes. This policy includes maximizing the use of the Agriculture Learning (AgLearn) Service for administering and taking online courses. AgLearn is USDA's Department-wide system for managing training records and training activity, including online courses.

This memorandum provides a standard set of guidelines for VS' DL policy. These guidelines will ensure that VS' position on DL is consistent with both APHIS' and VS' missions, which recognize that continual learning and balancing professional, personal, and community responsibilities are critical to success.

II. GENERAL

VS employees should be given adequate or appropriate opportunities to participate in continuing education programs, as well as to complete legislatively mandated courses, such as the USDA-sponsored Incident Command System 100 and 200 online courses. Through DL, VS employees can view and participate in lectures and online courses from various remote locations specifically set up to accommodate them (e.g., satellite seminars or videoconferences broadcast in training rooms or conference rooms). Accommodations can also be made on an individual basis (e.g., using work or personal computers to view CD-ROMs or net conferences).

III. GUIDELINES

A. Definitions

1. Distance Learning



Safeguarding American Agriculture

APHIS is an agency of USDA's Marketing and Regulatory Programs
An Equal Opportunity Provider and Employer

Federal Relay Service
(Voice/TTY/ASCII/Spanish)
1-800-877-8339

DL allows VS employees to engage in learning opportunities from remote, non-central locations, such as their work site, thereby reducing or eliminating employee travel and time away from work, home, and family. DL includes correspondence courses, courses delivered by CD-ROM, and courses that are technology-dependent (e.g., Internet, intranet, audio- or video-conferencing, and web-based [online] courses). For the purposes of this policy, DL refers exclusively to distance learning events that are applicable and relevant to an employee's job function or career development path and that are consistent with VS' mission.

2. Mandatory Training

For the purposes of this Memorandum, mandatory training refers to learning events that employees are required to complete in compliance with USDA or APHIS policy or other legally enforceable requirement.

Mandatory training falls into two broad categories: non-technical or technical. Non-technical training is typically general in nature and not job specific. Examples of non-technical training include: civil rights training (a USDA policy); supervisory training (an Office of Personnel Management policy); and ethics training (a Federal policy). Technical training typically relates to specific employee job knowledge and/or skills. Examples of technical training include: Basic Epidemiology Training (a VS National Animal Health Policy and Programs requirement); and Export Certification Training (a VS National Center for Import and Export (NCIE) requirement).

B. Eligibility Requirements

All VS employees, full and part time, are eligible to participate in DL events commensurate with their job function, certification requirements, legislative mandates, and learning contracts or equivalent. Accordingly, they should be provided reasonable opportunity to engage in DL events on the job, to the extent that participation in such events is practical, feasible, and consistent with mission priorities. When possible, employee participation in DL events should be permitted during regular work hours, particularly if the DL event is: (1) mandated by legislation through USDA, APHIS, or VS; (2) required to fulfill job qualification requirements (e.g., certification or re-certification of particular skills); and/or (3) authorized by the employee's supervisor.

IV. RESPONSIBILITIES AND AUTHORITIES

VS managers and supervisors should ensure fair and equitable enforcement of VS DL policy.

A. VSMT

The VSMT establishes and enforces VS policy regarding the application and use of DL.

B. Supervisors

VS supervisors should provide their employees with reasonable access to DL education opportunities that support VS' mission to safeguard animal health and promote continuing education. In addition, supervisors should ensure that employees complete mandatory training as required. As previously noted, mandatory training can be non-technical or technical. As a general rule, non-technical training (e.g., civil rights training; supervisory training; ethics training) requires about 1-2 hours on average to complete. Due the nature of technical training, estimated time allowances vary widely, ranging from a few hours to 40 hours or more. As an example, the Basic Epidemiology Training Course requires at least 40 hours to complete, whereas the NCIE Export Certification courses require 6-10 hours to complete. For this reason, supervisors should pay close attention to the estimated time durations that are usually provided with training announcements.

Supervisors should be flexible when determining whether employees should be allowed to participate in DL events during regular work hours. In instances where the DL event is mandated by VS or higher authority, employees should be allowed to participate, with due compensation for the time spent in training in accordance with APHIS guidelines, as applicable.

C. Employees

VS employees are encouraged to seek opportunities for continuing their education through reasonable and achievable means and to notify their supervisor when such opportunities arise. With respect to DL, employees may be required to provide periodic reports of progress, as well as documentation certifying successful completion. In all cases, employees are expected to put forth their best effort to derive the maximum benefit from their DL experiences.

D. Information Technology Support (ITS) Services

Various ITS resources are available to provide technical support to VS employees in the application and use of computer-based, telecommunications, and other DL delivery technologies. Among these resources are the VS ITS group, which operates under the VS Chief Information Officer. VS employees should contact their local VS ITS customer service representative, when necessary, for support in such areas as IT security, user account and access control (e.g., eAuthentication), equipment troubleshooting, etc. Additional ITS resources are available, including the AgLearn online help desk, the APHIS

Technical Assistance Center, and telecommunications host organizations (e.g., net conferencing support).

E. Professional Development Staff (PDS)

PDS provides training and system administration support to VS employees engaging in DL events, including training taken on AgLearn. As part of its mission, PDS also establishes, promotes, and implements DL events in accordance with VS policy and other legislative mandates.


V. RELATED DL WEBSITES

The following websites provide additional information on the requirements, application, and use of DL within VS:

- A. AgLearn Learning Management System: <http://www.aglearn.usda.gov/>.
- B. APHIS Mandatory Non-Technical Training: Go to http://www.aphis.usda.gov/mrpbs/non_technical_training.html and click on the Mandatory Non-Technical Training for APHIS Employees link.
- C. VS Training: <http://www.aphis.usda.gov/vs/training/>.

VI. POLICY DEVIATIONS AND EXCEPTIONS















The intent of this policy is to encourage and support the application and use of DL as a viable means of facilitating continuing education efforts of VS employees. It is important to recognize, however, that deviations and exceptions to this policy will be necessary from time to time for various reasons, including mission priority, schedule conflicts, staff shortages, equipment difficulties, and access issues. Any employee who is interested in DL but cannot participate for any reason should notify his/her supervisor. If possible, supervisors are encouraged in such instances to employ alternative methods for achieving VS' mission and commitment to continuing education. Supervisors should also notify VS PDS, who will raise these issues with the VSMT for resolution. In general, inquiries, suggestions, or concerns regarding VS DL policy or the application and use of DL in general or in specific instances should be directed to VS PDS.








John R. Clifford
Deputy Administrator
Veterinary Services

Veterinary Services Careers Program (VSCP)

Location Veterinary Services Careers Program (VSCP) training provides in-depth orientation and training opportunities to enable new VS employees to smoothly transition to the Federal service and have productive careers in APHIS. The training program consists of a combination of instructor-led courses and distance learning courses. Instructor-led courses are held at various sites throughout the United States. Distance learning courses are self-paced instruction units that are available on the USDA's web-based AgLearn Learning Management System (<http://www.aglearn.usda.gov/>) or, if necessary, on CD-ROM.

| <u>Course Title</u> | <u>Delivery Method</u> | <u>Training Site</u> | <u>Training Dates*</u> | <u>Learning Track</u> |
|---|---|----------------------|--|--------------------------------------|
| 1. VSCP: Orientation, Part A |  | N/A | Must be completed prior to attending Orientation, Part B | I & II |
| 2. VSCP: Orientation, Part B |  | Riverdale, MD | Nov. 14-16, 2006 | I & II |
| 3. VSCP: Emerging Issues in Agriculture |  | Ft. Collins, Co | Feb. 27-Mar. 1, 2007 | I & II |
| 4. VSCP: Basic Epidemiology for AHTs |  +  | Ft. Collins, CO | March 20-23, 2007 | II |
| 5. VSCP: Communication & Managing Up |  | Raleigh, NC | April 17-20, 2007 | I (open to all VSCP participants) |
| 6. VSCP: Basic Epidemiology for VMOs |  +  | Ft. Collins, CO | June 25-29, 2007 | II |
| 7. Program Diseases |  | N/A | N/A | I & II |
| 8. Foreign Animal Disease (FAD) Awareness |  | N/A | N/A | I & II |
| 9. Introduction to Biosecurity |  | N/A | N/A | I & II |
| 10. Cleaning and Disinfection Guideline |  | N/A | N/A | I & II |
| 11. Disposal Guideline |  | N/A | N/A | I & II |
| 12. Personal Protective Equipment |  | N/A | N/A | I & II |

| | | | | |
|--|--|-----|-----|--------|
| 13. Export Certification of Animal Products I |  | N/A | N/A | I & II |
| Legend Distance Learning Course (AgLearn and CD-ROM)   Instructor-led Course   | | | | |
| * Training Dates | All training dates listed are actual course dates, and do not include travel days. | | | |
| Purpose | The Veterinary Services Careers Program (VSCP) is designed to meet the need for highly skilled, forward-looking, well-trained veterinarians, and animal health personnel, as well as professional, administrative, and support staff who are ready to meet the challenges of promoting the health and welfare of America's animals. See Course Descriptions for detailed course information. | | | |
| Target Audience | <ul style="list-style-type: none"> • VMOs and AHTs hired through the VSCP National Recruitment Program (referred to as VSCP Recruits). • VS employees with no more than 2 years experience with VS and who meet nomination requirements. (See Nominations below) (referred to as VSCP Equivalents) <p>For information on the VSCP National Recruitment Program, go to http://www.aphis.usda.gov/lpa/pubs/pub_vscareers.html or contact Ms. Eileen Cramer at (301) 734-3826.</p> | | | |
| Cost | <p>VSCP Recruits: Travel and miscellaneous expenses for all VSCP courses, as well as additional approved training/development activities, are covered by the Professional Development Staff (PDS).</p> <p>VSCP Equivalents: Travel expenses for all VSCP courses only are covered by PDS.</p> | | | |
| Contacts | Ms. Amy Kokesh, VS/PDS, (919) 855-7174 | | | |
| Nominations | <p>To be accepted into VSCP training, standard nomination/application procedures apply. Please note that "accepted" in this case means that applicants are:</p> <ol style="list-style-type: none"> 1) Assigned a learning track (Track I or II), based on employment status and job function; 2) Provided professional counseling services for career development (e.g., learning contract); and 3) Given priority for attendance at instructor-led courses. <p>Participants accepted for VSCP training must complete all training courses, as assigned, to receive full credit for completing VSCP training. Please note that formal nomination is not required to take distance learning courses on AgLearn. However, you must have a USDA eAuthentication account to access AgLearn.</p> <p>For additional information relating to VSCP courses, please go to: http://www.aphis.usda.gov/animal_health/prof_development/vscp.shtml </p> | | | |

Veterinary Services Careers Program (VSCP)

Curriculum & Course Descriptions

1. Learning Tracks

With respect to the VSCP, Tracks I and II refer to the two paths of learning, or tracks, that nominees are assigned under VSCP. The learning tracks define the specific courses one must complete to receive full credit for completing VSCP, and are based on job functions within VS.

Track I - employees in administrative and support positions.

Track II - VMOs, AHTs and all other technical/scientific positions.

2. Instructor-led Courses

The following classroom-based courses are part of the VSCP core curriculum and are mandatory for a participant to receive full credit for completing the VSCP.

a. ***Orientation, Part B*** **Riverdale, MD** **November 14 – 16, 2006**
(Tracks I & II)

In this course participants apply the knowledge they gained through the Orientation, Part A, in a series of interactive activities surrounding the VS strategic goals. The course is designed to provide an overview of APHIS, VS through an introduction of the organizational structure of the USDA, APHIS & VS. Presentations and discussions include, but are not limited to, the mission and strategic goals of APHIS, VS, the roles of field and headquarters personnel, employee benefits, and resources available to maximize the participants' developmental opportunities. Participants also have the opportunity to meet and engage in discussions with various members of APHIS and VS management, and thereby gain further insight into the inner-workings of VS and its affiliated units.

b. ***Emerging Issues*** **Ft. Collins, CO** **Feb. 27 – March 1, 2007**
(Tracks I & II)

This course addresses new or emerging diseases; defines current activities, responsibilities, and the changing roles of VS in responding to emerging issues; wildlife disease transmission; APHIS services to new animal industries, such as aquaculture, farmed elk, or bison; dealing with the threat of deliberate disease introduction; and, future trends.

c. ***Basic Epidemiology for AHTs*** **Ft. Collins, CO** **March 20 – 23, 2007**
(Track II)

This course is specifically designed for AHTs and uses a problem-based approach to teach the fundamentals of epidemiology. By the conclusion of the course, AHTs have a basic understanding of the principles of epidemiology and the means by which to apply said principles in the execution of their professional roles and responsibilities. During this period, participants are also introduced to the Centers for Epidemiology and Animal Health (CEAH).

d. ***Basic Epidemiology for VMOs*** **Ft. Collins, CO** **June 25 – 29, 2007**
(Track II)

This course is specifically designed for VMOs and uses a problem-based approach to introduce and reinforce the fundamentals of veterinary epidemiology relevant to their professional roles and responsibilities. During this period, participants are also introduced to the Centers for Epidemiology and Animal Health (CEAH).

e. ***Communication & Managing Up***
(Track I)

Raleigh, NC

April 17 – 20, 2007

This course is designed to enhance interpersonal communication skills; provide critical elements needed to foster teamwork; examine conflict management styles to turn difficult situations into win-win experiences; enable participants to support APHIS leadership and advance their own careers through sound decisions leading to positive results; and, includes an overview of APHIS Records Management procedures for maintaining files, records and correspondence. Although this course is required for all persons assigned to Track I, **it is open to all interested VSCP participants.**

3. Distance Learning Courses

Distance learning (DL) allows VS employees to engage in learning opportunities from remote locations, such as taking online courses on the USDA's Learning Management System, AgLearn (<http://www.aglearn.usda.gov/>). The following online courses are part of the VSCP core curriculum and are mandatory for a participant to receive full credit for completing the VSCP.

- a. ***Orientation, Part A (Tracks I & II)*** – This CDROM/DVD-based course provides basic information about the U.S. Department of Agriculture (USDA), the Animal and Plant Health Inspection Service (APHIS) and its organizational units and programs, including Veterinary Services (VS). VSCP participants **must** complete this course before attending Orientation, Part B, which is classroom-based.
- b. ***Program Diseases (Tracks I & II)*** – This online course provides an overview of the major animal disease eradication and control programs, such tuberculosis, brucellosis, pseudorabies, scrapie, and Johne's. Equine and poultry disease initiatives are also addressed. Discussions about the various regulated industries, including their roles and perspectives, are included.
- c. ***Foreign Animal Disease Awareness (Tracks I & II)*** – This online course addresses major foreign animal disease threats to the U.S., including their history and etiology; effects on animal and human health; economical and political influences and impact; current status; preventive programs; and the critical role of APHIS, the States, Industry, and Public Health Officials.
- d. ***Introduction to Biosecurity (Tracks I & II)*** – This online course provides an introduction to biosecurity measures for various situations, including those to be followed when responding to a suspected animal health emergency. The course also reviews the responsibilities of biosecurity team personnel, biosecurity risks, and biosecurity planning.
- e. ***Cleaning and Disinfection Guideline (Tracks I & II)*** – This online course introduces the process of cleaning and disinfection, types of disinfectant agents, the roles & functions of members of a Cleaning & Disinfectant Unit in the Incident Command System, and includes the *Cleaning & Disinfectant Operational Guidelines*, a component of USDA/APHIS' National Animal Health Emergency Management System (NAHEMS). NAHEMS Guidelines, reference materials for VS personnel, are also introduced through this course.
- f. ***Disposal Guideline (Tracks I & II)*** – This online course provides an overview of procedures for disposing of contaminated animal carcasses and by products, as well as safety issues; *Disposal Operational Guidelines* published by USDA/APHIS that outline varying roles to be played on a Disposal Unit in an Incident Command System; to assist federal, state and local agencies in responding to disease outbreaks and animal emergencies; and, serves as a point of reference, a practical field resource, and not statutory requirements as part of the National Animal Health Emergency Management System (NAHEMS).

- g. ***Personal Protective Equipment (Track I & II)*** – This online course is an overview of personal protective equipment (PPE) serving to provide a basic understanding of what PPE is available; when PPE is necessary; what type is necessary; how it is to be worn; what its limitations are, as well as its proper care, maintenance, useful life and disposal.
- h. ***Export Certification of Animal Products I (Tracks I & II)*** – This online course introduces APHIS-VS policies and procedures regarding the certification of animal products for export.

| | |
|---|---|
| <i>VS Manager Training</i> <div> <i>October 26, 2006</i> <i>November 30, 2006</i> <i>June 14, 2007</i> <i>July 19, 2007</i> <i>August 16, 2007</i> </div> | |
| Location | Net Conference Series |
| Course Purpose | The purpose of the AVIC Training Program is to disseminate and reinforce mission-critical information to the AVICs and to empower them with the knowledge and resources available to sustain high levels of performance as key members of the VS management organization and as valued members of our stakeholders. In view of the current HPAI situation, these attributes are particularly important. |
| Target Audience | <ul style="list-style-type: none"> • Area Veterinarians In Charge (AVICs) with 3 years or less job experience; however, all AVICs are encouraged to attend. • Other VS managers and supervisors are also welcome to participate. |
| Pre-requisite | None |
| Cost | No tuition fee or travel is required. |
| Contact | Mr. Raymond Francis, VS/PDS, (301) 734-0023 |
| Nominations | No nominations are required to participate in this program. |
| Letters | General announcements are made approximately 2 weeks prior to the net conference sessions. |

| <i>Laboratory Biosafety</i> | | <i>December 5 – 7, 2006</i> |
|--------------------------------|---|-----------------------------|
| Location | Webcast presentation – participants sign in via the web and on the phone. Web site and login will be provided. | |
| Course Purpose | This training will provide information on proper facility security procedures. | |
| Lab Biosafety Inspector | A Federal VMO, designated by APHIS, to make Laboratory inspections for adherence to security standards. | |
| Target Audience | VMOs and others who are, or will be, performing these inspections. | |
| Prerequisite | <ul style="list-style-type: none"> • Must be a veterinarian. • Must have successfully completed Lab Inspector training • Must be designated by the AVIC's office as a prospective inspector. | |
| Cost | No tuition fee. | |
| Contact | Ed Oliver, VS/PDS, (970) 494-7219 | |
| Nominations | All nominations must be entered via AgLearn. The Regional Office will make the approved prioritized nominations on-line. Selections will be made by VS/NCIE. | |
| Selection | Selection is based on information provided to the National Lab Bio Safety Manager in Riverdale, MD from the Regional Offices. | |
| Deadline | <p>To the Regional Office: November 20, 2006</p> <p>To VS/PDS: November 22, 2006</p> | |
| Letters | One week before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors. This shortened time is due to the electronic registration process via AgLearn. | |
| Regional Offices | Forward the letters to AVICs and AOs/ASAs. | |

***Bovine Semen and Embryos Exported
to the European Union***

October 31 – November 2, 2006

| | |
|-------------------------|---|
| Location | Riverdale, Maryland |
| Course Purpose | The Bovine Semen and Embryos Exported to the European Union (EU) course has been designed to provide an overview of EU legislation to ensure compliance; provide guidelines to field personnel in the interpretation of legislation; ensure consistency of inspections between States; review APHIS/AETA and APHIS/CSS MOUs; respond to EU audit recommendations; and, provide an overview of the industry. |
| Target Audience | This course has been developed and scheduled to provide training for Veterinary Medical Officers (VMOs) responsible for inspection, approval, re-inspection, and supervision of bovine semen collection and embryo collection facilities approved to export to the EU. |
| Prerequisite | Must be a veterinarian. |
| Cost | No tuition fee. Travel, per diem, etc. are covered by the Area or Regional Office of each participant. |
| Contact | Amy Kokesh, VS/PDS, (919) 855-7174. |
| Nominations | There are NO nominations for this course. |
| Selection | Selection is based on the number of names received, the number of participant slots available, and prioritization by the Regional Training Coordinators. |
| Deadline | Eight weeks before class begins. |
| Letters | Six weeks before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors. |
| Regional Offices | Forward the letters to AVICs and AOs/ASAs. |

| <i>Basic Epidemiology for CVB/NVSL Personnel</i> | | <i>November 13 – 17, 2006</i> |
|--|---|-------------------------------|
| Location | Center for Veterinary Biologics (CVB) National Veterinary Services Laboratories (NVSL), Ames, Iowa | |
| Course Purpose | To provide the knowledge and skills of Basic Epidemiology to laboratory scientists and technicians so that they can gain an understanding of epi principles and how those play into their work areas. | |
| Target Audience | VMOs and others interested in Epidemiology in the Ames community. | |
| Pre-requisite | None | |
| Cost | No tuition fee. No travel necessary for participants. | |
| Contact | Ms. Nancy Platter, VS/NVSL-PDS, (515) 663-7501 | |
| Nominations | There are NO nominations for this course. | |
| Selection | Participants will be determined by the Directors of CVB and NVSL. | |
| Letters | Participants will be invited via email. | |
| Regional Offices | CVB/NVSL Region, Ames, Iowa only. | |

| <i>Pathologist Foreign Animal Disease (FAD) School</i> | | <i>November 13 – 17, 2006</i> |
|--|--|-------------------------------|
| Location | Foreign Animal Disease Diagnostician Laboratory, Plum Island, New York | |
| Course Purpose | The purpose of this training is to orient veterinarians who work as laboratory diagnosticians and veterinary pathologists in the diagnosis of foreign animal diseases of livestock and poultry in the United States. | |
| Target Audience | This course is recommended for pathologists, parasitologists, virologists, and bacteriologists. | |
| Pre-requisite | None | |
| Cost | Travel costs only | |
| Contact | Ms. Elizabeth Clark, VS/PDS, (631) 323-3188 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. | |
| Deadline | To the Regional Office: | September 21, 2006 |
| | To VS/PDS: | September 28, 2006 |

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| <i>Foreign Animal Disease Diagnosticians' (FADD) Course</i> | | <i>January 22 – February 2, 2007</i> <i>March 19 – 30, 2007</i> <i>June 4 – 15, 2007</i> |
| Location | Foreign Animal Disease Diagnostician Laboratory, Plum Island, New York | |
| Course Purpose | This intensive two week course will train foreign animal disease diagnosticians in investigating a potential foreign or emerging animal disease. Global impacts and trade considerations will also be addressed. | |
| Target Audience | APHIS field VMOs, state, and military veterinarians | |
| Cost | Travel costs only | |
| Contact | Ms. Elizabeth Clark, VS/PDS, (631) 323-3188 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. State Veterinary nominees should be submitted to the Regional Offices by the AVIC, as well. | |
| Nomination Deadline | <p>To the Regional Office:</p> <p>November 1, 2006 {January course} December 27, 2006 {March course} March 14, 2007 {June course}</p> <p>To VS/PDS:</p> <p>November 8, 2006 {January course} January 3, 2007 {March course} March 21, 2007 {June course}</p> | |

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| Location | San Juan, Puerto Rico {February course} |
| Course Purpose | <p>Upon completion of this course, students will be able to:</p> <ul style="list-style-type: none">• Effectively communicate with swine producers that feed garbage the purpose and requirements of the Swine Health Protection Act.• Perform a complete inspection on a garbage feeder operation and complete all the required documentation and forms.• Recognize disease agents that can be in garbage that may disease in swine that eat the garbage, and clinical conditions in domestic swine that are indicative of a foreign animal disease.• Train other livestock inspectors in the field on how to do proper garbage feeder inspections and communicate the importance of the Swine Health Protection Act to swine producers who feed garbage to swine.• Understand their role in the CSF Surveillance Program and perform field functions to support this program. |
| Target Audience | This course is being held in San Juan, Puerto Rico for folks who are Federal and State VMOs and AHTs who are, or will be, involved in Swine Health Protection Act and Classical Swine Fever program activities. |
| Pre-requisite | None |
| Cost | Any travel and associated costs with travel. |
| Contact | Ms. Nancy Platter, VS/NVSL-PDS, (515) 663-7501 Dr. David Pyburn, VS, (515) 284-4122 (Subject Matter Expert) |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. |
| Nomination Deadline | To the Regional Office: December 11, 2006 To VS/PDS: December 18, 2006 |
| Selection | VS Regional Office |
| Letters | Participant letters for the February course will be sent to attendees by January 1, 2007 with return response by January 15, 2007. |

| <i>Advanced Johne's Disease Coordinator Training</i> | | <i>March 7 – 8, 2007</i> |
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| Location | New Orleans, Louisiana | |
| Course Purpose | The training provides Designated Johne's Disease Coordinator's (DJCs) with a deep understanding of current issues regarding Johne's disease and the USDA's Johne's Disease program. Emphasis is placed on discussion based learning techniques. Topics of discussion include the economic impact of Johne's Disease, Herd Testing Strategies, Risk Communication. | |
| DJC | A State or Federal veterinarian designated by the state veterinarian and the AVIC to coordinate a state's Johne's Disease Program. | |
| Target Audience | DJCs who have previously attended the Basic Johne's Disease Training and are due for refresher training. | |
| Time Requirements | <ul style="list-style-type: none"> ◆ 2 hours of online pre-course, self-paced study ◆ 2 days of onsite training | |
| Cost | Travel costs only | |
| Contact | Dr. Robert Dickens, VS/PDS, (919) 855-7171 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/NAHPP | |
| Selection | Selections will be made by VS/NAHPP | |
| Deadline | To the Regional Office: | December 11, 2006 |
| | To VS/PDS: | December 18, 2007 |

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| <i>Basic Brucellosis Epidemiology (BBE)</i> | | <i>March 6 – 8, 2007</i> |
| Location | Austin, Texas | |
| Course Purpose | The purpose of this course is to train state or federal regulatory veterinarians in the principles of the brucellosis eradication program, including the organism, the disease, the epidemiology, the vaccines, etc. | |
| Target Audience | Federal and State VMOs who are, or will be, actively involved in the Bovine Brucellosis Eradication Program. | |
| Prerequisite | <ul style="list-style-type: none"> • Must be a veterinarian. • Must be designated by the AVIC's office as a prospective inspector. | |
| Cost | No tuition fee. Travel expenses only. | |
| Contact | Dr. Alan Huddleston, VS/PDS, (301) 734-0675 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/NCIE. | |
| Selection | Selection is based on information provided to the National Lab Bio Safety Manager in Riverdale, MD from the Regional Offices. | |
| Deadline | To the Regional Office: | December 14, 2006 |
| | To VS/PDS: | December 21, 2006 |
| Letters | Six weeks before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors. | |
| Regional Offices | Forward the letters to AVICs and AOs/ASAs. | |

| <i>Designated Tuberculosis Epidemiology (DTE)</i> | | <i>March 27 – 28, 2007</i> |
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| Location | Austin, Texas | |
| Course Purpose | DTEs are <u>required</u> to take this course every second year to maintain status as a DTE. The seminar will cover new and emerging trends in the bovine tuberculosis eradication program and discuss the latest research that may aid in eradication. Also, in the past 12-18 months extensive revisions and updating of the TB program administrative infrastructure have been carried out and are ongoing; during this session the major changes and updates in the UM&R, VS Memo's, and CFR, will be covered. This is an interactive presentation aimed at involving the participant in the decision making process revolving around current eradication activities. | |
| DTE | A State or Federal epidemiologist designated in each state, by APHIS, to make decisions concerning the use and interpretation of diagnostic tests for tuberculosis and to manage the TB program. The DTE is selected jointly by the cooperating State animal health official, the Area Veterinarian-in-Charge, and the Regional Tuberculosis Epidemiologist. The DTE has the responsibility to determine the scope of epidemiologic investigations, determine the status of herds, assist in development of individual herd plans, and coordinate disease surveillance and eradication programs within his or her geographic area of responsibility. | |
| Target Audience | This course has been developed and scheduled to provide the training required for approved Designated Tuberculosis Epidemiologists (DTEs) to maintain their approval. | |
| Prerequisite | Must be a DTE or a DTE "in-Training" (If you are not sure if you are a DTE or a DTE in-training, please contact the Tuberculosis Epidemiologist in your Region.) | |
| Cost | Travel Costs only. These costs must be paid by your area office (Federal Employees) or the State Veterinarian's Office (State employees). | |
| Contact | Dr. Robert Dickens, VS/PDS, (919) 855-7171 | |
| Nominations | There are NO nominations for this course. AVICs will contact the Regional Tuberculosis Epidemiologist if they want to add any additional employees (Federal or State) to this class that may not be DTEs. | |
| Selection | Selection is based on information provided to the National Designated Tuberculosis Epidemiologist from the Regional TB Epidemiologists. List of DTEs is provided twice a year to the National staff from the Regional staff (October 15th and May 15th). | |
| Deadline | Eight weeks before class begins. (Regional offices will inform National staff of any additional participants.) | |
| Letters | Approximately five to six weeks before class begins, letters are sent to the participants and speakers, Regional Training Coordinators, and Regional Directors. | |
| Regional Offices | Forward the letters to AVICs and AOs/ASAs. | |

| <i>Poultry Foreign Animal Disease Awareness (FADA)</i> | | <i>April 17 – 19, 2007</i> |
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| Location | Nashville, Tennessee | |
| Course Purpose | <p>The purpose of the course is to increase collaborations and understanding between Poultry Industry veterinarians and Public Service veterinarians and to develop a network of poultry veterinarians that could be called upon in case of a disease emergency. Participants at this course should expect to achieve the following:</p> <ul style="list-style-type: none"> • A basic understanding of federal emergency management response. • An understanding of the roles and responsibilities within the group for assisting in disease emergencies. • An understanding of Import/ Export and trade issues. • A comprehensive understanding of the pathogenesis, epidemiology and diagnosis of Exotic Newcastle Disease and Highly Pathogenic Avian Influenza. • An understanding of the lessons learned in recent disease outbreaks throughout the world. | |
| Target Audience | Poultry Industry veterinarians | |
| Pre-requisite | You must be a Poultry Industry veterinarian | |
| Cost | Travel and Per Diem. | |
| Contact | Dr. George Chambliss, VS/PDS, (919) 855-7166 Ms. Nancy Platter, VS/NVSL-PDS, (515) 663-7501 | |
| Nominations | By invitation only. | |
| Deadline | February 1, 2007 | |

| Basic Johne's Disease Coordinator Training | | April 24 – 26, 2007 |
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| Location | Madison, Wisconsin | |
| Course Purpose | The training provides Veterinary Medical Officers with the information and tools needed to collaborate with the industry in designing Johne's control programs. Emphasis is placed on the practical application of risk assessments in developing a Johne's Disease herd management plan. Participants have the opportunity to practice skills in real or simulated (video-taped) farm visits. Topics of discussion include Johne's Disease pathogenesis and epidemiology; available diagnostic test/procedures and interpretation of results; regulatory issues; voluntary programs; and public health concerns. | |
| Target Audience | Federal and State VMOs who are, or will be, involved in Johne's Disease program activities. | |
| Time Requirements | <ul style="list-style-type: none"> ◆ 4 – 6 hours of online pre-course, self-paced study ◆ 3 days of onsite training that includes: <ul style="list-style-type: none"> • 4 four-hour periods of instruction and group discussions • 2 four-hour periods of farm visits and group presentations | |
| Cost | Travel costs only | |
| Contact | Dr. Robert Dickens, VS/PDS, (919) 855-7171 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/NAHPP. | |
| Nomination Deadline | <div style="display: flex; justify-content: space-between;"> <div>To the Regional Office:</div> <div>February 1, 2007</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div>To VS/PDS:</div> <div>February 8, 2007</div> </div> | |

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| Cost | <p>No tuition fee (direct costs).</p> <p><u>For federal employees:</u> Travel costs are covered employee's unit.</p> <p><u>For State employees:</u> Travel costs are covered by federal-state cooperative agreements. State employees in states without federal-state cooperative agreements may contact PDS.</p> |
| Contact | <p>Dr. Marilyn S. Miller, VS/PDS, (301) 734-0802</p> <p>Nancy Platter, VS/PDS, (515) 663-7501</p> |
| Nominations | <p>DSEs and DCEs are required to attend this conference every other year to maintain their approved status. The regional epidemiologists will provide a list of those required to attend and any others recommended for attendance to the AVICs.</p> <p>AVICs may nominate additional Federal or State participants by contacting the Regional Scrapie or CWD Epidemiologist. This may include an individual to be named later when a DSE/DCE position is in the process of being filled.</p> |
| Selection | <p>Final selection is based on information provided to the national scrapie and CWD program staff from the Regional Scrapie and CWD Epidemiologists.</p> |
| Deadline | <p>February 5, 2006: Regional Epidemiologists will inform AVICS of DSEs and DCEs who require training that year.</p> <p>February 20, 2006: AVICs will confirm DSEs and DCEs from their state, nominate additional nominations, and send both to regional epidemiologists. Regional Epidemiologists will send regional list to national program staff.</p> <p>March 5, 2006: National Scrapie and CWD program staff will provide PDS with list participants.</p> |
| Letters | <p>Four weeks before class begins letters are sent to the Participants and Speakers, Regional Training Coordinators, and Regional Epidemiologists. Regional Epidemiologists will forward letter to AVICs.</p> |

| <i>Designated Brucellosis Epidemiology (DBE)</i> | | <i>May 22 – 24, 2007</i> |
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| Location | Bozeman, Montana | |
| Course Purpose | To provide the additional DBE Refresher training required for DBEs to be re-approved and maintain their DBE status: All DBEs are approved for a two-year period only. To be re-approved, all DBEs must receive additional training every two years in brucellosis epidemiology to maintain their expertise. This DBE Refresher training course is developed and scheduled to meet this requirement. | |
| DBE | A current approved DBE is an individual who has completed the training requirements detailed in VS Memorandum 551.10 and submitted the form which verifies and approves this required training. In addition, in order to maintain current approved DBE status, those individuals functioning as DBEs in each state must attend Designated Brucellosis Epidemiologist refresher training every 2 years. Only those individuals meeting these requirements are to be functioning as current approved DBEs. | |
| Target Audience | This course has been developed and scheduled to provide the training required for approved Designated Brucellosis Epidemiologists (DBEs) to maintain their approval. | |
| Pre-requisite | Be a current officially approved DBE and have worked as a DBE during the previous two years. | |
| Cost | No tuition fee (direct costs). Travel, per diem, etc. (indirect costs) are covered by the Professional Development Staff. An accounting code will be provided upon receipt of the participant and speaker letters. | |
| Contact | Ms. Nancy Platter, VS/NVSL-PDS, (515) 663-7501 | |
| Nominations | There are NO nominations for this course. | |
| Selection | Selection is based on information provided to the National Designated Brucellosis Epidemiologist from the Regional Brucellosis Epidemiologists. List of DBEs is provided twice a year to the National staff from the Regional staff (October 15 th and May 15 th). | |
| Deadline | Six weeks before class begins. Regional offices will inform National staff of any additional participants. | |
| Letters | Four weeks before class begins letters are sent to the Participants and Speakers, Regional Training Coordinators, and Regional Directors. | |
| Regional Offices | Forward the letters to AVICs and AOs/ASAs. | |

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| <i>Foreign Animal Diseases (FAD) in Wildlife</i> | | <i>May 15 – 17, 2007</i> |
| Location | Athens, Georgia | |
| Course Purpose | To familiarize participants with foreign and emerging animal diseases in wildlife and their implications. | |
| Target Audience | Foreign Animal Disease Diagnosticians (FADDs), Wildlife Biologists, state and Federal Veterinarians. | |
| Time Requirements | 3 days | |
| Cost | Travel and Per Diem | |
| Contact | Dr. George Chambless, VS/PDS, (919) 855-7166 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/Emergency Programs Staff and the Emergency Leadership Team. State Veterinary nominees should be submitted to the Regional Offices by the AVIC, as well. | |
| Nomination Deadline | To the Regional Office: February 22, 2007 To VS/PDS: March 1, 2007 | |

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| <i>Animal Identification Coordinator Workshop</i> | | <i>July 24 – 26, 2007</i> |
| Location | Fort Worth, Texas | |
| Course Purpose | This workshop introduces new animal identification concepts and provides current information resources relevant to animal identification initiatives. The training addresses significant new issues, trends, and developments affecting VS programs and the implementation strategies designed to achieve program goals. The training serves as an open forum in which Animal Identification Coordinators can network to share successes and challenges. | |
| Target Audience | Animal Identification Coordinators (AICs). | |
| Time Requirements | 3 days | |
| Cost | Travel costs only | |
| Contact | Dr. Robert Dickens, VS/PDS, (919) 855-7171 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/NAHPP. | |
| Nomination Deadline | To the Regional Office: May 1, 2007 To VS/PDS: May 8, 2007 | |

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| Smith-Kilborne | | May 29 – June 5, 2007 |
| Location | Cornell University, Ithaca, New York and the Plum Island Animal Disease Center, Plum Island, New York | |
| Course Purpose | <p>The Smith-Kilborne Program is designed to acquaint veterinary students with various foreign animal diseases which potentially threaten our domestic animal population. The program includes both classroom presentations on diseases and their implications combined with laboratory experiences.</p> <p>Visit the Smith-Kilborne webpage: http://www.aphis.usda.gov/animal_health/prof_development/smith_kilborne.shtml </p> | |
| Target Audience | Second-year veterinary students | |
| Pre-requisite | None | |
| Cost | No cost to participants. PDS pays for student travel expenses. | |
| Contact | Dr. Jason Baldwin, VS/PDS, (970) 494-7225 | |
| Nominations | The Dean's office of each school announces application procedures and determines its own selection criteria. | |
| Selection | Each school selects one student and forwards the name to PDS. | |
| Deadline | January 2007 | |
| Letters | April 2007 | |

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| <i>Basic Tuberculosis (TB) Epidemiology</i> | | <i>June 25 – 28, 2007</i> |
| Location | National Veterinary Services Laboratories (NVSL), Ames, Iowa | |
| Course Purpose | Upon course completion, participants will fulfill the requirements and responsibilities for the Federal-State Bovine Tuberculosis (TB) Eradication Program and the TB Eradication Program in Cervidae. The course provides information on TB pathology, immunology, testing, epidemiology, and surveillance. Current Program status and strategic goals, as well as issues such as TB in wildlife will also be addressed. The participant will gain skills in TB testing (comparative cervical tuberculin), interpretation of herd testing results, epidemiological investigations, and slaughter surveillance. | |
| Target Audience | Federal and State VMOs who are, or will be, actively involved in the Bovine TB Eradication Program. | |
| Time Requirements | 4 days | |
| Cost | Travel costs only | |
| Contact | Dr. Robert Dickens, VS/PDS, (919) 855-7171 Ms. Nancy Platter, VS/NVSL-PDS, (515) 663-7501 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. Selections will be made by VS/NAHPP. | |
| Nomination Deadline | To the Regional Office: April 4, 2007 To VS/PDS: April 11, 2007 | |

| <i>Live Bird Market System (LBMS)</i> | | <i>August 21 – 23, 2007</i> |
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| Location | Davis, California | |
| Course Purpose | <ol style="list-style-type: none"> 1. Understand how to properly evaluate and define LBMS stakeholder activity and compliance with applicable state law, program standards, and licensing requirements through consistent audit and evaluation of paper records from the LBMS. 2. Be able to identify and evaluate biosecurity and disease risks in the auction and flea market segments of the LBMS and subsequently provide education and outreach information on appropriate mitigation techniques e.g., cleaning, disinfection, best practices in biosecurity and transport to retail. 3. Demonstrate the ability to communicate knowledge of biosecurity issues and best practices to various stakeholder groups via a pre-prepared presentation. 4. Understand proper bird restraint, swabbing, and euthanasia techniques and be able to practice them. | |
| Target Audience | Federal and State VMOs and AHT's who are, or will be, actively involved in the Live Bird Marketing System. | |
| Pre-requisite | None. | |
| Cost | Travel and Per Diem Only. | |
| Contact | Dr. George Chambless, VS/ PDS, (919) 855-7166 | |
| Nominations | All nominations must be sent from the Area Offices to the Regional Offices. The Regional Office will fax the approved prioritized nominations to VS/PDS, at (301) 734-4964. State Veterinary nominees should be submitted to the Regional Offices by the AVIC, as well. | |
| Selection | Selections will be made by VS/NAHPP. | |
| Deadline | To the Regional Office: | June 5, 2006 |
| | To VS/PDS: | June 19, 2006 |

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| <i>Aquaculture</i> | | <i>September 11 – 13, 2007</i> |
| Location | Madison, Wisconsin | |
| Course Purpose | The purpose of the Aquaculture conference is to give participants exposure to physical, biological and epizootiological concepts of aquaculture. | |
| Target Audience | Federal Aquaculture Liaisons | |
| Pre-requisite | You must be a veterinarian. | |
| Cost | Travel and per diem only. | |
| Contact | Dr. Robert Dickens, VS/ PDS, (919) 855-7171 | |
| Nominations | By invitation only. | |